

STATE OF HAWAII  
DEPARTMENT OF HUMAN SERVICES  
OFFICE OF INFORMATION TECHNOLOGY  
HONOLULU, HAWAII

October 18, 2004

INVITATION FOR BIDS (IFB)

SEALED BIDS

TO

FURNISH AND DELIVER  
NETSCREEN EXTERNAL FIREWALL  
will be received up to and opened at 10:00 a.m.

on

November 19, 2004

in the  
Office of Information Technology, Liliuokalani Building, 1390 Miller Street, Room 104,  
Honolulu, Hawaii 96813.

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## **1.0 INTRODUCTION AND SCHEDULE**

### **1.1 PURPOSE**

This Invitation for Bid (IFB) is to furnish, deliver two (2), NetScreen 500ES External Firewall, and provide 24x7 technical support for the Department of Human Services (DHS) Benefit, Employment and Support Services Division (BESSD). The hardware is to be delivered to the Department of Human Services (DHS), Office Of Information Technology (OIT), located at 1390 Miller Street Room 104, Honolulu, Hawaii 96813, subject to the terms, conditions and specifications of this IFB.

Award of this IFB is subject to available funds and the receipt of all appropriate approvals.

NOTE: Throughout this IFB document all requested hardware and support shall be collectively referred to as "NetScreen 500ES External Firewall".

### **1.2 IFB PROCESS**

Prospective bidders are expected to review the IFB to assure understanding of requirements, specifications, conditions, and terms of this IFB. If clarification is needed or bidders have questions regarding information contained herein, such inquiries must be communicated in writing, fax or e-mail to:

Tracey Laride  
DHS, Office of Information Technology (OIT)  
1390 Miller Street, Room 104  
Honolulu, Hawaii 96813

Telephone: (808) 586-5156  
Fax: (808) 586-5147  
E-mail: DHS\_OIT\_PSS\_Mailbox@dhs.hawaii.gov

### **1.3 IFB SCHEDULE AND DELIVERY OF HARDWARE**

The schedule set herein represents the State's best estimate of the schedule to be followed:

<u>Activity</u>	<u>Scheduled Date</u>
IFB Advertised	October 18, 2004
IFB Available	October 18, 2004; 10:00 a.m. (HST) – October 26, 2004, 3:00 p.m. (HST)
Bid due	November 19, 2004; 10:00 a.m. (HST)
Bid Evaluation	November 22 - 29, 2004
Bid Award	December 7, 2004
Delivery Date	February 27, 2005

## **2.0 TECHNICAL SPECIFICATIONS**

### **2.1 GENERAL**

Technical Specifications in this section are mandatory, unless stated as optional, and are stated in terms of minimum capacities and characteristics required by DHS.

The furnishing, delivery, installation, maintenance, and technical support of the NetScreen 500ES External Firewall shall be in accordance with the Special Provisions, Technical Specifications, and General Conditions of this IFB.

### **2.2 PROPRIETARY EQUIPMENT**

The State will only accept newly manufactured equipment as listed:

<i>Description</i>	<i>Part No.</i>	<i>Qty</i>
NetScreen-500ES System, 3 Dual-Port 10/100 I/O Modules, 2 AC Power Supplies, 0 Virtual Systems	NS-500ES-FE1-AC	2
NetScreen-500 I/O Module – Dual Port Mini GBIC-SX (Mini GBIC Gigabit Ethernet, SX Transceiver, Dual Port)	NS-500-HG2-SX	2
24X7 Support Program (w/product) for NetScreen-500 ES system with FE1, all models	NS-PS1-500ES-FE1	2

If the specified items are not available, a comparable or greater item, or most current version will be purchased.

### **2.3 EQUIPMENT & SOFTWARE SUPPORT/MAINTENANCE REQUIREMENTS**

#### **a. Warranty Service**

The bidder must provide manufacturer-trained and qualified personnel to maintain the proposed equipment during the warranty period.

#### **b. Maintenance Service Support Personnel**

The bidder must provide manufacturer trained and qualified personnel to perform the maintenance on the equipment.

#### **c. Maintenance Charges**

The Bidder shall include in the bid proposal software maintenance and hardware maintenance price covering all parts and labor, including warranty, at a pre-determined fee. The fee amounts shall be entered on BID SUBMISSION FORM A. The Bidder shall also include maintenance agreements with the Bid Submission Forms.

d. Support for On-Site Repair

When equipment fails or becomes inoperative, corrective maintenance will be provided by manufacturer-trained and qualified personnel.

## **2.4 QUALITY OF EQUIPMENT**

- a. Equipment furnished under these provisions and specifications shall be new. All equipment supplied shall be labeled and/or embossed with the manufacturer's name, logo, serial number, and/or part number. It shall be free from defects, which may render it unfit for use. Damaged or rejected items must be immediately removed from the site and replaced with items to the quality required by these specifications.
- b. Failure to replace or to remove any rejected item shall not relieve the bidder from the responsibility imposed by the contract.
- c. No payment, whether partial or final, shall be construed to be an acceptance of defective materials. The bidder shall be liable for latent defects, fraud, or gross misrepresentation that amount to fraud.
- d. The State may, at any time, by written order, stop the delivery of equipment not conforming to these specifications. Such stop order shall not relieve the bidder of obligation to complete contract within the time limits, nor shall it in any way terminate, cancel, or abrogate the contract or any part thereof.

## **2.5 WARRANTY OF EQUIPMENT**

- a. Equipment furnished shall be guaranteed by the bidder for a minimum period of one year or as guaranteed by the manufacturer, whichever is longer, against any defects resulting from the use of defective or inferior materials or from negligent workmanship, or against all design and manufacturing defects.
- b. The manufacturer or its designated representative shall maintain the proposed equipment during the warranty period. If the designated representative maintains the proposed equipment during the warranty period, the designated representative's service must be manufacturer-trained and qualified.
- c. The bidder shall replace or repair any defective workmanship and/or material at no cost to the State for parts and labor during the warranty period, provided such defects are not due to willful abuse or gross negligence on the part of the State.

### **3.0 BID FORMAT AND CONTENT**

#### **3.1 INTRODUCTION**

One of the objectives of this IFB is to make proposal preparation easy and efficient, while giving bidders ample opportunity to highlight their bid. The evaluation process must be manageable and effective.

The Bid shall be delivered, by the date and time specified in the IFB SCHEDULE AND DELIVERY OF HARDWARE. Please deliver one (1) original and six (6) copies to:

Department of Human Service  
Information Systems Office  
1390 Miller Street Room 104  
Honolulu Hawaii, 96813  
Attn: Tracey Laride

All bids must be delivered during regular State business hours. Any bid E-mailed or Faxed will **NOT** be accepted. Bids delivered to the aforementioned office after the date and time specified in the IFB SCHEDULE AND DELIVERY OF HARDWARE will **NOT** be accepted.

Bids must:

- a. Include a properly signed and executed Transmittal Letter
- b. Provide all of the information requested in this IFB and be organized into sections with tables separating each area described below:
  1. Transmittal Letter
  2. Cost (BID SUBMISSION FORM A & BID SUBMISSION FORM B)

These sections are primarily designed to provide information necessary for the State to evaluate offers pursuant to the Evaluation Criteria provided in Section Four of this IFB. Bidders are advised to review the Evaluation Criteria and to provide all information necessary to allow the State to evaluate the bidder's proposal based on these criteria.

Failure to include these items in bidder's proposal may be cause for the proposal to be determined non-responsive and rejected.

#### **3.2 TRANSMITTAL LETTER**

The transmittal letter must be included as part of the proposal. The transmittal letter shall include the complete name and address of the bidder's firm, mailing address, telephone number, and fax number of the person the State should contact regarding the bidder's proposal.

#### **3.3 COST**

The bidder shall provide pricing as described herein and on the BID SUBMISSION FORM A. BID SUBMISSION FORM B shall also be submitted with the bid.

## **4.0 EVALUATION CRITERIA AND CONTRACTOR SELECTION**

### **4.1 EVALUATION CRITERIA**

Evaluation criteria are listed in the relative order of importance. The award will be made to the responsive and responsible bidder whose proposal is determined to be the most advantageous to the State based on the evaluation criteria listed in this section.

THE TOTAL NUMBER OF POINTS USED TO SCORE  
THIS CONTRACT IS 100

#### **COST – 40 Points**

Overall, a minimum of 40 points of the total evaluation points will be assigned to the lowest rate.

In converting cost to points, the lowest cost proposal will automatically receive the maximum number of points allocated to cost, 40 points. The allocations for cost on the other proposals will be determined through the method set out as follows:

[Lowest Cost x 40 points (maximum)] divided by Bidder's Cost Proposal = Points

#### **REQUIREMENTS – 60 Points**

- a. Does the offer fulfill the IFB requirements and specifications?
- b. Does the offer fulfill the IFB servicing and maintenance requirements?
- c. Are there additional proposed services or products beyond what is requested and required at no additional cost and is advantageous to the State?

## **5.0 SPECIAL PROVISIONS**

### **5.1 SCOPE**

The offer of furnishing and delivering two (2) NetScreen 500ES External Firewall for the State of Hawaii, Department of Human Services (DHS) shall be in accordance with these Special Provisions, Specifications, and the General Terms and Conditions.

### **5.2 QUANTITIES**

Quantities listed herein are for the initial order.

### **5.3 BIDDER'S AUTHORITY TO SELL**

The State will not participate in determinations regarding a bidder's authority to sell the items in this request. If there is a question or doubt regarding a bidder's right or ability to obtain and sell a product, the bidder should resolve that question prior to submitting a proposal.

### **5.4 PROPOSAL PREPARATION**

- a. Legal Name. Proposal shall be submitted using the bidder's exact name as registered with the Department of Commerce and Consumer Affairs. The bidder shall indicate the exact legal name in the appropriate spaces in the Transmittal Letter. The bidders shall also fill-in and submit BID SUBMISSION FORM B. Failure to do so may delay proper execution of the contract.
- b. Offer Guaranty. An offer guaranty (Bid Deposit) is **NOT** required for this IFB.
- c. Tax Clearance Requirement. Any person, firm, or corporation submitting a bid packet must submit a current tax clearance certificate or special letter from both the Department of Taxation and the Internal Revenue Service to the effect that all delinquent taxes levied or accrued under State and Federal statutes against said person, firm or corporation have been paid; and/or, that an installment agreement has been entered into, for the payment thereof, and any other evidence requested by and acceptable to the Department to demonstrate that the prospective bidder is not in default of any obligations due to the State and Federal government.

The required tax clearance certificate or special letter must be filed along with the bid packet. Failure to submit the required tax certificate or special letter will be sufficient grounds for the State to refuse to receive or consider the bidder's offer.



- d. **Tax Liability.** Unless the Hawaii Revised Statutes (HRS) exempts a person from paying the applicable general excise tax, work to be performed under this solicitation is a business activity taxable under Chapter 237, HRS, and Chapter 238, HRS, where applicable. Both out of State vendors and Hawaii vendors are advised that the gross receipts derived from this solicitation are subject to the general excise tax imposed by Chapter 237, HRS, at the current rate of 4%, and where applicable to tangible property imported into the State of Hawaii for resale, subject to the 1/2% use tax by Chapter 238, HRS.

Pursuant to Section 103-53.5, HRS, where the bidder is exempted from paying the applicable general excise tax, the price package offered, for the purpose of determining the lowest price offered, shall be increased by the applicable retail rate of general excise tax (4%) and the applicable use tax (1/2%). The most advantageous offer taking into consideration the above increases, shall be awarded the contract, but the contract amount of any contract awarded shall be the amount of the bid offered and shall not include the amount of the increase(s).

## **5.5 PRICING INFORMATION AND ADJUSTMENT**

Pricing for purchase shall include all applicable costs and taxes.

No price increase will be allowed during the contract term or extension, however in the event of a general price decline, the State will be entitled to reductions given to similar customers. The bidder shall notify the State within five (5) business days of any price decline. Price reduction information shall be sent in writing to:

Office of Information Technology  
1390 Miller Street, Room 104  
Honolulu, Hawaii 96813

Attn: Tracey Laride, OIT/ PMPS  
Fax: (808) 586-5147

## **5.6 ORAL PRESENTATION**

Respondents to this IFB may be required to make an oral presentation of their proposal to ensure thorough, mutual understanding. The State will schedule the time and location for these presentations, if required, following the Proposal Due date.

The purposes of an oral presentation are:

- To give the bidder an opportunity to clarify their Proposal and their qualifications.
- For the State to examine more closely the bidder's Proposal and qualifications.

## **5.7 PROPOSAL FORMAT**

One (1) original and six (6) copies of each proposal shall be submitted on forms and in the format specified in this IFB. The original and all copies shall be securely bound in three-ring binders. The original shall be clearly marked “ORIGINAL” and copies shall be clearly marked “COPY”. The State will not provide any reimbursement for the cost of developing, presenting, submitting, or evaluating any proposal in response to this IFB.

## **5.8 CONFIDENTIAL INFORMATION**

If a person believes any portion of a proposal, offer, specification, protest, or correspondence contains information that should be withheld as confidential, Tracey Laride, named in 1.2, page 3, should be so advised in writing. Price is not considered confidential and will not be withheld.

A bidder shall request in writing nondisclosure of designated trade secrets or other proprietary data to be confidential. Such data shall accompany the proposal and shall be readily separable from the proposal in order to facilitate eventual public inspection of the non-confidential portion of the proposal. The confidential information shall be easily identified by indicating its section and/or page number(s) in the proposal’s table of contents

Pursuant to Section 3-122-58, Hawaii Administrative Rules (HAR), the head of the purchasing agency or designee shall consult with the attorney general and make a written determination in accordance with Chapter 92F, Hawaii Revised Statutes (HRS). If the request for confidentiality is denied, such information shall be disclosed as public information, unless an appeal is submitted to the Office of Information Practices in accordance with Section 92F-42(12), HRS.

## **5.9 REQUIRED REVIEW**

Bidder shall carefully review this solicitation for defects and questionable or objectionable matter. Comments concerning defects and questionable objectionable matter must be made in writing and received by the Office of Information Technology in a reasonable amount of time prior to the Bid Due date. This will allow issuance of any necessary amendments to the IFB. It will also help prevent the opening of defective solicitation and exposure of bidder’s proposal upon which award could not be made.

## **5.10 EVALUATION OF PROPOSALS**

Only those bids meeting all of the terms, conditions, and requirements specified in this IFB shall be considered. All other bids shall be considered to be non-responsive and will be eliminated from the evaluation and selection process.

The award shall be made to the most responsible and responsive bidder with an offer that is the most advantageous to the State and shall be based on the criteria provided in section, EVALUATION CRITERIA AND CONTRACTOR SELECTION, page 7. The award, if any, shall be in the form of an open-ended contract that allows DHS to purchase, at its option, additional quantities during the one-year contract period.

## **5.11 INFORMATION AND BROCHURES**

Brochures or literature not otherwise required by this IFB shall be submitted upon request. If requested, such brochures and literature shall be delivered with two (2) working days of the request.

## **5.12 UPON AWARD**

Upon award of a contract it is the responsibility of the bidder, under §§103D-302, 103D-303, 103D-304, or 103D-306, HRS, to obtain the required “certificates” from the:

- Department of Taxation (DOTAX), TAX CLEARANCE APPLICATION Form A-6. <http://www.state.hi.us/tax/alphalist.html#a>
- Department of Labor and Industrial Relations (DLIR), APPLICATION FOR CERTIFICATE OF COMPLIANCE WITH SECTION 103D-310(c), HRS, Form LIR#27. <http://www.dlir.state.hi.us/forms.shtml>
- Department of Commerce and Consumer Affairs (DCCA), Business Registration Division (BREG), CERTIFICATE OF GOOD STANDING. <http://www.businessregistrations.com/>

These “certificates” for proof of compliance with the requirements 103D-310(c), and (c)(1) and (2), HRS, shall be furnished to Tracey Laride named in section 1.2, page 3.

Additional copies of the proposal may be requested for contracting purposes. The purchasing agency will notify the contractor when additional proposal copies are needed.

## **5.13 PROPOSAL AS A PART OF THE CONTRACT**

This IFB and the successful bid proposal will be part of the contract.

## **5.14 ADDITIONAL TERMS AND CONDITIONS**

The State reserves the right to add terms and conditions during contract negotiations. Their terms and conditions will be within the scope of the IFB and will not affect the proposal evaluations.

## **5.15 EXECUTION OF CONTRACT**

The written Agreement included in the IFB will be executed following the Notice of Award to the successful bidder.

Performance and/or Payment bonds are **NOT** required for this IFB.

## **5.16 LIQUIDATED DAMAGES**

Refer to (AGREEMENT / GENERAL CONDITIONS). Liquidated damages are fixed at the sum of ONE HUNDRED DOLLARS (\$100.00) per day for any violation of the bidder in failing to perform in whole or in part of any obligations hereunder.

## **5.17 CONTRACT INVALIDATION**

If any provision of this contract is found to be invalid, such invalidation will not be construed to invalidate the entire contract.

**5.18 ORDERING AND INVOICING**

Bidder shall forward an original and three (3) copies of invoice directly to the ordering agency. Payment shall be made to the bidder upon certification by the State that the bidder has delivered and the State has inspected and accepted the delivered items.

**5.19 DELIVERY AND ACCEPTANCE**

The bidder shall deliver the hardware and software on a mutually agreeable delivery schedule after receipt of the order from DHS.

Upon delivery, the State shall have the right to inspect the products as to the condition of the products. The carrier who delivers the equipment will remove all boxes, packing and crating. The bidder shall make prior arrangements for this.

Final acceptance is predicated upon installation and operation to the satisfaction of DHS.

**5.20 PAYMENT**

Section 103-10, HRS, provides that the State shall have thirty (30) calendar days from receipt of invoice or satisfactory delivery of goods or performance of services to make payment. For this reason, the State will reject any offer submitted with a condition requiring payment within a shorter period. Further the State will reject any offer submitted with a condition requiring interest payments greater than that allowed by Section 103-10, HRS, as amended.

The State will not recognize any requirement established by the bidder and communicated to the State after award of the contract, which requires payment within a shorter period, or interest payments not in conformance with statute.

**5.21 ADDITIONS AND EXCEPTIONS TO THE GENERAL CONDITIONS**

Approvals. Any agreement arising out of this offer is subject to the approval of the Department of the Attorney General as to form, and to all further approvals, including the approval of the Governor, required by statute, regulation, rule, order, or other directive.

Cancellation of Solicitations and Rejection of Offers. The solicitation may be canceled or the offers may be rejected, in whole and in part, when in the best interest of the purchasing agency, as provided in Sections 3.122.95 through 3.122-97, HAR.

General Conditions Not Applicable. General Conditions which apply specifically to the Request for Proposals method of source selection are not applicable to Invitations for Bids.

**5.22 FEDERAL APPROVAL AND FUNDS AVAILABILITY**

The State will not award this bid if Federal approval is not granted and/or State funding is not made available in the appropriate funding period to allow purchase of the equipment and/or software.

Prices quoted in the proposed bids shall be good for at least ninety (90) days.

## **TRANSMITTAL LETTER**

Lillian B. Koller, Esq., Director  
Department of Human Services  
1390 Miller Street  
Honolulu, Hawaii 96813

Dear Ms. Koller:

The undersigned has carefully read and understands IFB No. \_\_\_\_\_,  
“Invitation for Bid to Furnish and Deliver NetScreen 500ES Firewall and to provide  
24x7 Technical Support”, and hereby agrees if selected, to comply with the  
Invitation for Bids.

The Total bid price is \_\_\_\_\_  
\_\_\_\_\_ DOLLARS (\$ \_\_\_\_\_)

with all applicable tax and freight costs included. Any questions the State may have  
regarding this bid should be directed to:

Name \_\_\_\_\_

Title \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone No. \_\_\_\_\_ Facsimile No. \_\_\_\_\_

1. The Director of Human Services reserves the right to reject any and/or all bids and to waive any defects when, in the Director’s opinion, such rejection or waiver will be in the best interest of the State;
2. By submitting this bid, the undersigned is declaring that this bid is not in violation of Section 84-15, HRS, concerning prohibited State contracts; and
3. If awarded the Contract, any services performed will be in accordance with Section 103-55, HRS.

4. In case of discrepancies between the sum of the cost of each item and the total sum, the sum of the cost of each item shall prevail.

Respectfully submitted,

---

By\*\*

---

Title

(Affix Corporate Seal here\*)

---

Hawaii General Excise Tax Number

\* If the Corporate Seal is not available at the local or branch office where the bid is prepared, a letter signed by an authorized corporate officer indicating location of the seal may be attached to the bid as an acceptable substitute.

\*\* Please attach to this bid evidence of authority of this officer to submit a bid on behalf of the company.

## **BID SUBMISSION FORM A**

### **EQUIPMENT AND SUPPORT PRICING**

<b>Item No.</b>	<b>Description</b>	<b>Qty</b>	<b>Unit Price</b>	<b>Price with Tax*</b>
1	NetScreen-500ES System, 3 Dual-Port 10/100 I/O Modules, 2 AC Power Supplies, 0 Virtual Systems (part #: NS-500ES-FE1-AC)	2	\$	\$
2	NetScreen-500 I/O Module – Dual Port Mini GBIC-SX (Mini GBIC Gigabit Ethernet, SX Transceiver, Dual Port) (part #: NS-500-HG2-SX)	2	\$	\$
3	24X7 Support Program (w/product) for NetScreen-500 ES system with FE1, all models (part #: NS-PS1-500ES-FE1)	2	\$	\$
4	Shipping & Handling		\$	\$
5	Other: _____		\$	\$
<b>A</b>	<b>TOTAL PRICE</b>		<b>\$</b>	<b>\$</b>

\* All applicable taxes shall be included. Any state tax applied shall not exceed 4.166%.



**BID SUBMISSION FORM B**  
**CONTRACTOR'S LEGAL NAME**  
**Furnish And Deliver NetScreen External Firewall**  
**DHS-IFB-04-02**

Procurement Officer  
Department of Human Services  
1390 Miller Street, Room 104  
Honolulu, Hawaii 96813

Dear Sir:

The undersigned has carefully read and understands the terms and conditions specified in the Invitation for Bids attached hereto, and in the Agreement / General Conditions, APPENDIX B by reference is made a part hereof and attached hereto submits the following offer to perform the work specified herein, all in accordance with the true intent and meaning thereof.

The undersigned further understands and agrees that by submitting this offer, 1) he/she is declaring his/her offer is not in violation of Chapter 84, Hawaii Revised Statutes, concerning prohibited State contracts, and 2) he/she is certifying that the price(s) submitted was (were) independently arrived at without collusion.

Date: \_\_\_\_\_

Respectfully submitted:

Telephone No.: \_\_\_\_\_

Fax No.: \_\_\_\_\_

Email address: \_\_\_\_\_

\_\_\_\_\_  
Exact Legal Name of Offeror (Company Name)

Payment address, if different than street address at right:

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Street Address (Not P.O. Box)

Hawaii General Excise Tax License I.D. No.: \_\_\_\_\_

\_\_\_\_\_  
City, State, Zip Code

Social Security or Federal I.D. No.: \_\_\_\_\_

If Offeror shown above is a "D.B.A." or a "division" of a corporation, furnish the exact legal name of the corporation under which the contract, if awarded, will be executed:

Offeror is: \_\_\_\_\_ Individual \_\_\_\_\_ Partnership \_\_\_\_\_ Corporation \_\_\_\_\_ Joint Venture

State of Incorporation: Hawaii \_\_\_\_\_ \*Other \_\_\_\_\_

\* If "other", is corporate seal available in Hawaii? \_\_\_\_\_ Yes \_\_\_\_\_ No

**APPENDIX A****EVALUATION CRITERIA AND CONTRACTOR SELECTION  
SCORING SHEET****EVALUATOR:** \_\_\_\_\_ **Date:** \_\_\_\_\_**Vendor:** \_\_\_\_\_ **Total Points:** \_\_\_\_\_

THE TOTAL NUMBER OF POINTS USED TO SCORE THIS CONTRACT IS 100

**COST – 40 Points**

Overall, a minimum of 40 points of the total evaluation points will be assigned to the lease rate.

In converting cost to points, the lowest cost proposal will automatically receive the maximum number of points allocated to cost, 40 points. The allocations for cost on the other proposals will be determined through the method set out as follows:

[Lowest Cost x 40 points (maximum)] divided by Bidder's Cost Proposal = Points

**REQUIREMENTS - 60 Points**

- a. Does the offer fulfill the IFB requirements and specifications?
- b. Does the offer fulfill the IFB servicing and maintenance requirements
- c. Are there additional proposed services or products beyond what is requested and required at no additional cost and is advantageous to the State?

## **APPENDIX B**

### **AGREEMENT / GENERAL CONDITIONS**

(Obtain an official hard copy to view this appendix)